



WORKFORCE DEVELOPMENT COUNCIL

317 West Main Street, Boise, Idaho 83735-0510

Date: **Monday, September 11, 2006**
Time: **9 a.m. – 4:15 p.m.**
Location: **The Grove Hotel**
Capitol and Front
Boise, ID 83702
2nd floor:
Aspen Room: 9 – noon and 2 – 4 p.m.
Cedar Room: noon – 2 p.m.

AGENDA

- 9:00 a.m. Welcome and Introductions Karen McGee, Chair
Review of the Agenda
- Consent Agenda (Action Required*)
- WIA Committee Report of May 4, 2006 *
 - Minutes of May 4, 2006 Council Meeting*
 - Minutes of June 20, 2006 Executive Committee*
 - Request for use of the Special Administration Fund (Transmittal #1)*
 - Workforce Development Training Fund Rural County Definition (Transmittal #2)*
 - One Stop Memorandum of Understanding (Transmittal #3)*
 - Community-Based Job Training Grants (Transmittal #4)
- 9:15 a.m. Chairs Report Karen McGee
- 9:30 a.m. e3 – A Continuing Dialogue (Transmittal #5) Chair and Staff
- 10:30 a.m. Break
- 10:45 a.m. Education Reform Agenda Dwight Johnson
Executive Director
State Board of Education
- Proposed High School Graduation Requirements (Transmittal #6)*
 - Community College Initiative (Transmittal #7)*
 - Gear Up Grant (Transmittal #8)

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| Noon | Lunch in the Cedar Room | |
| 1:00 p.m. | 2006 Governor's Summit on Aging – A Taste of Things to Come | Lois Bauer, Administrator Idaho Commission on Aging |
| | Finding the Talent in the Workforce | Steve Wing, Director Government Hiring Programs CVS Pharmacy |
| | Workplace Flexibility | Patricia Kempthorne Executive Director The Twiga Foundation |
| Resume business meeting in Aspen Room | | |
| 2:00 p.m. | Professional-Technical Education Carl Perkins of 2006 | Ann Stephens Associate Administrator Professional-Technical Education |
| 2:30 p.m. | Governor's 15% Reserve to Establish an Industry Based Worker Training Program (Transmittal #9) | Leandra Burns, Administrator Employment & Training Idaho Commerce & Labor |
| 3:00 p.m. | Labor Market Information Workforce Information Plan 2006/2007 (Transmittal #10) | Bob Uhlenkott Chief Research Officer Idaho Commerce & Labor |
| 3:15 p.m. | Break | |
| 3:30 p.m. | Proposed Committee Assignments (Transmittal #11) | Karen McGee |
| 4:00 p.m. | New Business Set Next Meeting: January 17, 2007 Doubletree Riverside—Boise Joint meeting with: ➤ Idaho Travel Council ➤ Idaho Rural Partnership ➤ Economic Advisory Council ➤ Science & Technology Advisory Council January 18, 2007 ➤ Individual council meetings | Karen McGee |
| 4:15 p.m. | Adjourn | |

WORKFORCE DEVELOPMENT COUNCIL

WIA Committee

Report of May 4, 2006 Meeting

Boise, Idaho

Betty Kerr, Chair, representing Region I, called the WIA Committee meeting to order at 7:30 a.m. This was a temporary committee charged with bringing recommendations to the full Council for the operation of WIA programs in the State. Other committee members are John Currin from Region II, Kirby Ortiz from Region III, Millie Flandro from Region V and Jan Nielsen from Region VI. There were several areas to address which streamline processes and procedures originally adopted by the Workforce Investment Boards (WIBs).

The first item on the agenda dealt with the distribution of new monies and the selection of WIA service providers for PY 2006. The decision was reached based upon current performance reports and continuous improvement reports. After a lively discussion, the Committee recommends the Council approve the following:

- A distribution of new monies and carry-in funds to approved WIA service providers based on their relative share of the regional allocation received in PY 2005.
- Continued funding for all PY 2005 WIA service providers, subject to achievement of performance goals or demonstration of the capacity to achieve those goals. For Region I WIA youth providers, an additional condition has been imposed. WIA youth providers will receive their relative share of the new allocation but carry-in funds will be awarded only if they achieve 85% of the planned participant expenditure level by June 30, 2006. If providers are unable to meet this condition, their share of the carry-in will be proportionally allocated to the remaining eligible providers based upon their relative share of funding. This ensures that limited dollars are awarded to those who can use the funds to support customer plans.
- A new funding strategy should be put in place for PY 2007 and should include a new RFP process to allow providers to compete for funds. The Committee recommends that a committee of the Council begin the process in the fall and make final recommendations to the Council at their next full-meeting.

The second item requests approval of the Governor's 15% Reserve and Rapid Response Budget Plan. The WIA program authorizes a Governor's reserve of 15% of the Adult, Dislocated Worker and Youth allocations to the State. In addition, the Act authorizes the state to set aside 25% of the dislocated worker funds for Rapid Response activities that are conducted in response to downsizing events. The proposed budget reflects the general direction the state has taken over the last several years with the exception that the budget incorporates an option for establishing a "rainy day" fund in anticipation of further budget reductions beyond the \$1.6 million during the current program year. The Committee recommends that the Council approve the budget as presented for consideration by the Governor.

The third item requests the Council's approval of statewide WIA service policies to replace the varying policies adopted by the regional WIBs. The Council agreed to continue these policies during PY 2005, review them again for implementation in PY 2006 and develop statewide policy direction for use by all WIA service providers. Again, to streamline processes and achieve efficiencies, the Committee recommends the Council approve the statewide policies as presented.

The fourth item requests the Council's approval of the State's request to seek a waiver from the USDOL to adopt and report on the six common measures in lieu of the existing 17 WIA performance measures. The State would like to implement these measures beginning in PY 2006. Approval of this waiver will once again achieve efficiencies and cost savings to the program. The Committee recommends that the Council approve the submission of this waiver as presented.

The last item requests the Council's approval of WIA training providers for inclusion on the State's Eligible Training Provider List. The WIA program requires states and local boards approve WIA training providers before WIA funds can be used to pay for occupational training. The purpose of the listing is to maximize customer training options, improve customer information and comply with the Act. With the change in structure, the Workforce Development Council now functions as the local board and must formally approve eligible applicants that were offered temporary approval by Idaho Commerce and Labor. The Committee recommends the Council adopt the inclusion of all providers on the list.

Chair Betty Kerr concluded the Committee meeting and will present her report to the full Council offering a motion for acceptance of the WIA Committee's recommendations. She will ask Council Chair Karen McGee to ask for a second to the motion and to manage any discussion, followed by a vote to accept the Committee's recommendations.

The Committee meeting was adjourned at 8:30 a.m.

Attendance

Committee Members:

Betty Kerr, Chair

John Currin

Millie Flandro

Jan Nielsen

Kirby Ortiz

Jay Engstrom

Sam Greer

Jeanie Irvine

Scott Johnson

Kent Mallory

John McAllister

John Miller

Diana Parenteau

Guests:

Melinda Adams

Susan Baca

Julia Browning

Cheryl Brush

Leandra Burns

Kat Powell

Kristyn Roan

Bill Reed

Brent Rose

Alice Taylor

IDAHO WORKFORCE DEVELOPMENT COUNCIL

May 4, 2006 Meeting Minutes

Call to Order and Introductions

Chair Karen McGee called the meeting to order at 11:00 a.m. following the orientation session for new council members at 9:30. Chair McGee announced that eight new members had been appointed since the last meeting of the group. She reviewed the agenda noting that the morning began with a meeting of a special WIA committee and an orientation for new members.

Consent Agenda

Chair McGee turned the Council's attention to the consent agenda and requested approval of the minutes from January 30, 2006. She then reviewed Transmittals #1, Feedback from Regional Breakouts from the Economic Symposium, and #2, Report on Council Feedback to Barlow pointing out that these would be useful in preparing plans for the future. She remarked that both reports call for collaborative leadership among business, education and government to ensure a system responsive to the needs of businesses and individuals engaged in life-long learning. She also referred to Transmittal #3, Federal-State Legislative Report, that was provided for information only.

Chair McGee asked if there were any corrections to the Minutes of the Jan. 30, 2006 council meeting. Hearing none, Dwight Johnson moved approval of the consent agenda; seconded by Steve Ahrens and passed unanimously.

WIA Committee Report

Committee Chair Betty Kerr presented her report from the committee meeting held earlier on May 4. The report of this committee is included in minutes for that meeting. She moved for adoption of the committee report as presented; seconded by John Currin and adopted unanimously.

Report of the Organizing Committee (Transmittal #4)

Committee Chair Millie Flandro shared her report with the council which was accepted by Council Chair Karen McGee following the committee meeting of April 4 held in Twin Falls. The Committee recommended the following committees: 1) Executive, 2) Communications and Community Engagement, 3) Workforce Readiness/Life-Long Learning Committee and 4) Performance and Operations (staff committee reporting to the Council). She requested volunteers for the committees.

One Stop Delivery System Policy Framework (Transmittal #5)

Cheryl Brush, Workforce Policy Advisor for Idaho Commerce & Labor, presented the proposed recommendations for the state's One Stop Policy Framework. Providing a historical perspective,

she began with a look at the development and creation of the workforce system in Idaho. Prior to WIA, the state's partners participated on a voluntary basis; now, the WIA obligates required partners to follow specific regulatory requirements. With last year's reorganization, several policies needed to be revisited, which had been addressed earlier by the Council.

The first two recommendations addressed the definitions of partners – mandatory and voluntary. Dwight Johnson asked who the voluntary partners were, to ensure that those with a significant role in the system were involved in the system's development. Ms. Brush responded that these were the 17 program partners, not just those housed within Idaho Commerce & Labor, and that the state had received commitments from participating agencies. However, voluntary partners were not subject to the same requirements as mandated partners.

The third recommendation reflected One Stop practices employed over a period of time, specifically related to partner participation in the One Stop. Currently, partner participation is sporadic and varies throughout the state. Council members asked about partner participation costs.

There was no extended discussion on the remaining recommendations, which follow:

4. Inclusion of economic and community development services in the One Stop, as part of the Governor's plan to provide more business services.
5. Designation of local Idaho Commerce & Labor offices as full service One Stop Centers, with partners providing their services in a workforce region. Partner services would be delineated in a Memorandum of Understanding with the state.
6. Outlined the availability of services within the state's workforce system. Partners would be required to provide access to the services in one office in each region.
7. Defined which entities could be designated as a One Stop operator.
8. Designated Idaho Commerce & Labor as the One Stop operator for all current One Stop Center locations (Idaho Commerce & Labor local offices) throughout the state.
9. Reviewed the Consortium option available to the state when designating an operator.
10. Recognized that the "Grandfather" provisions were no longer applicable in the designation of the One Stop Centers.
11. Outlined the resolution process for the Workforce Development Council and a One Stop partner when an impasse occurs.

Dwight Johnson moved the adoption of the above revised policy framework for the One Stop system for implementation in the Statewide Regional Planning Area; seconded by Steve Ahrens. The motion passed unanimously.

Workforce Development Training Fund (Transmittal #6)

Leandra Burns, Employment and Training Administrator at Commerce & Labor, reviewed the current criteria for the Workforce Development Training Fund, which was created with a 3% offset of the Unemployment Trust Fund. To ensure that the state follows the Governor's vision and goals for creating and retaining high-wage jobs with employee benefits such as health insurance, the state recommended changes in criteria for applicable benefits.

Because these criteria were developed ten years ago, the criteria no longer address the state's needs. With companies receiving WDTF funding paying an average of \$11.09/hr, the current \$6/hr/wage requirement does not align itself with the Governor's goals. Therefore, the recommendation is that the WDTF entry wage be increased from \$6/hr to \$12/hr, and include an employer-assisted health benefit plan.

Council members asked about a possible negative impact in the rural areas of the state, noting that while regressive, jobs are necessary in the area. Mr. Ahrens stated that the change offered no help for employers paying less than \$12/hr. Ms. Burns said the WDTF has not provided funding at \$6/hr. for some time.

Mr. Currin asked about the possibility of regionally indexing wages. Mr. Madsen agreed by citing Idaho Commerce & Labor's example. Mr. Whaley said that even at \$24K a year, with benefits, Idaho Commerce & Labor was losing staff. There was a need to ensure that rural areas were not depressed as a result.

Dr. Thomas suggested that making the index comparable to other companies in an area instead of assigning a specific wage may be more acceptable. Mr. Madsen emphasized the need to secure jobs with higher wages and good benefits. Dr. Howard asked about who to reward through use of the WDTF, and whether keeping the status quo was beneficial. She expressed her support for the change in the proposal.

Dwight Johnson moved to change the average wage to \$10 from \$6, include the benefits requirement, with an index that would move up over time, and to permit the Idaho Commerce & Labor director the discretion to allow an employer to participate in the WDTF even if they did not meet the WDTF's criteria, recognizing the benefit of filling the jobs. His motion was seconded. However, Steve Ahrens offered a substitute motion which was then seconded by John Currin, without reference to the index, which he felt tended to artificially inflate things; this was supported by Dr. Thomas, who asked for a review on an annual basis. Dr. Howard said she could not support this. Jim Schmidt said that the poverty rate should be taken into account, and stated he also could not support Mr. Ahrens' amendment. Mr. Whaley also expressed that he could not support Mr. Ahrens' motion. The vote on Mr. Ahrens' substitute motion failed, followed by a vote on Mr. Johnson's original motion which also failed. Dave Whaley moved for the adoption of Transmittal #6 at the \$12 rate and benefits, including discretion of the director. Steve Ahrens emphasized that even with the \$12 the director still has the discretion to go with less. Jan Nielsen asked if any current employer would be affected by this proposal, to which Ms. Burns answered no. The motion was seconded by Jim Schmidt and carried by voice vote with Director Roger Madsen abstaining.

During the luncheon, Lt. Governor Jim Risch spoke to the Council about its role in his future administration. He thanked them for their work, acknowledging that they helped to enhance the quality of life of all Idahoans in their efforts. Roger Madsen would be retained as a cabinet member to continue the work he had been doing. His administration would consist of limited government becoming a catalyst for the economy in order to create jobs in a business friendly environment.

The Future of Workforce Development (lunch speaker)

Bob Knight, Managing Director of Arbor Workforce Institute and former NAWB director in 2004, spoke to the Council, focusing on how economics, laws and values are driving the public workforce system.

State Leaders Panel—Idaho's Response

Four agency directors were invited to respond to Mr. Knight's presentation as well as to give an update on their agency's workforce development program.

Dr. Marilyn Howard, State Superintendent of Public Instruction, reviewed the Department of Education's program initiatives for the last several years and what to expect during the next year. She said reading competencies, vocational awareness and career planning are top priorities. Many aspects of School-to-Work have been successful and the department will be building upon them. Dr. Howard said the most important thing public schools can do to prepare students for entry into the labor market is to teach students respect and responsibility.

Dwight Johnson, Executive Director, State Board of Education, stated the Board is committed to the *e³* concept of tying together employment, education and economic development. He said the Board will continue its emphasis of increasing the math and science requirements for graduation. The Board's 2006 initiative to change the rules concerning graduation failed because the public didn't fully value math and science in the work place, were concerned that there would not be enough class time for high school electives, and the concern that there were not enough math and science teachers in the schools to handle the increases. The Board is revamping its proposals for the 2007 Idaho Legislature and will address these concerns while still maintaining the need for stronger math and science instruction.

Lois Bauer, Administrator, Idaho Commission on Aging, emphasized the demographic picture of aging is changing now that the baby boomers are aging. This requires new attitudes about hiring older workers and retirement policies that are flexible to allow for work experiences after official retirement. Women are working longer in part to catch-up in retirement accounts that are based on years of service. She also said that, unfortunately, the rules governing the Senior Community Service Employment Program do not allow for adequate retraining of older workers to meet current workplace demands.

Roger Madsen, Director, Idaho Commerce and Labor, told the Council the WIA 2005 state reorganization allowed an additional \$674,000 to be used for participant training instead of administrative costs. He noted the signs of Idaho's continued economic growth—more and more jobs, low unemployment rates, increases in international trade, and a very strong tourism industry. The 2006 legislative session also was good for the department's programs.

Frontier State Option—Senior Workforce Legislative Proposal (Transmittal #7)

Lois Bauer, Administrator of the Commission on Aging, presented a summary and update on the need for amending the Senior Community Service Employment section of the Older Americans Act. The Idaho Commission on Aging has drafted proposed amending legislation that is called the “Frontier State” section. This proposal was accepted as a policy recommendation by the White House Conference on Aging.

Specifically, the Frontier legislation would provide eligibility flexibility and authority to use a larger portion of existing grant funds for transportation assistance, distance learning, computer training, occupational/skill training, front-line staff, and other types of participant support (eye glasses, safety boots, assistance with prescriptions, etc.). The proposal is budget neutral; it allows the use of existing funds to better serve older individuals residing in frontier or areas designated as rural. This legislation is awaiting Congressional action.

Communications and Research Report

Workforce Information Plan 2006/2007 (Transmittal #8)

Georgia Smith, Administrator, and Bob Uhlenkott, Chief Research Officer of the ICL Communications and Research Division, presented the department’s Workforce Information Plan and gave an update on the status of the various labor market information statistical programs. The plan is a required document that outlines the products and services the state will provide in support of the One Stop system and the state’s workforce/economic development activities. It incorporates products that are based on some statistical programs administered by the US Bureau of Labor Statistics via contracts with ICL.

Bob also reported the labor market information programs are facing funding cuts and that BLS is increasingly centralizing data collection and analysis. This is not beneficial in that the scope of BLS programs tends to be national with some valid state and county data collected. State analysis of the data is diminished in the process. Bob noted that the LMI work plan, data and publications are available on the department’s Internet site.

Offender Reentry (Transmittal #9)

Gail Cushman, Education Program Director, Idaho Dept. of Correction provided the Council with an update on the education and training programs of the department through its correctional facilities and probation and parole programs. She noted the programs are comprehensive in nature in that they provide basic education, skill training and job placement services. These programs receive state and federal funds and are, in part, joint ventures with Vocational Rehabilitation, Adult Basic Education and local WIA operations.

A representative of the Easter Seal/Goodwill Industries reentry program for the Nampa/Caldwell area presented some illustrative statistics on their program: In 2005, reentry assessments were provided to 158 inmates about to be released, 63 of whom were released to school or jobs, and there was a 63 percent placement rate with the jobs averaging \$9.13 an hour.

New Business/Set Next Meeting

The next full Council meeting date was set for September 11, 2006. The chair reminded members to attend the regional forums that will occur later in the summer. An informal poll of the members was taken about their interest in holding future joint meetings with other advisory councils. The sense of the members was that they are valuable and should be scheduled.

There being no further business, the meeting adjourned at 4:00 p.m.

Attendance:

Workforce Development Council
May 4, 2006

Council Members:

Steve Ahrens
Jerry Harbour for Sue Arnold
Lois Bauer
Kara Besst
Joe Burgoyne (absent)
John Currin
Millie Flandro
Thomas Hally
Cindy Hedge
Marilyn Howard
Dwight Johnson
Betty Kerr
Karl Kurtz (absent)
Roger Madsen
Shirley McFadden
Karen McGee
Pat Minegar (absent)
Jan Nielsen
Kirby Ortiz
Con Paulos (absent)
Jim Schmidt
Donald Smith
Jim Soyk (absent)
Dene Thomas
Dave Whaley
David Yoder (absent)

Guests:

Jim Adams
Melinda Adams
Susan Baca
Rico Barrera
Cheryl Brush
Julia Burning
Leandra Burns
Sue Cook
John Currin
Gail Cushman
Marilyn Davis
Paul Dunn

Cheryl Engel
Jay Engstrom
Bob Fick
Sam Greer
Jeanie Irvine
Scott Johnson
Bob Knight
Dale Langford
Kent Mallory
John McAllister
John Miller
Diana Parenteau
Sue Payne
Kat Powell
Bill Reed
Kristyn Roan
Brent Rose
Gary Rudzianis
Mike Rush
Georgia Smith
Ann Stephens
Christie Stoll
Alice Taylor
Randy Tilley
Bob Uhlenkott
Rich Watson

IDAHO WORKFORCE DEVELOPMENT COUNCIL

Executive Committee Meeting Minutes June 20, 2006 Conference Call

Call to Order and Introductions

Chair Karen McGee called the meeting to order at 3 p.m. A roll call was taken of those attending in person at the Idaho Commerce and Labor central office and those joining via telephone. A quorum was established after the initial discussion of the Regional Forums concept (Transmittal #3).

Community Engagement – Regional Forums

Cheryl Brush reviewed council actions to date concerning the plan to hold a series of regional forums later in the summer. The purpose of the forums is to gather information for the council's goals and objectives. The regional meetings are designed to be a follow-up to the Idaho Economic Symposium 2006 at which regional workforce and economic development needs were identified. As presented in Transmittal #3 the regional forums will be co-hosted by area members of the Workforce Development Council and the Economic Advisory Council. Invitees include local employers, elected officials, school districts, post-secondary education schools, service providers and the general public. Invitations will be sent to an extensive mailing list and public notices will also be published. The council members agreed these plans met the council's expectations.

One Stop Memorandum of Understanding

Cheryl Brush presented Transmittal #2 which asks the council to approve the proposed Memorandum of Understanding (MOU) format. The MOU is an agreement between the council and One Stop service delivery system partners and is a requirement of the Workforce Investment Act. The MOU essentially identifies which agencies/organizations are partners in the One Stop system and what services (type, location, etc.) will be provided to customers of the One Stop system. The format includes a standard "boilerplate" governing participation policies and requirements and a more detailed description of the services to be provided.

There was brief discussion about who is required to sign a MOU and what has been Idaho's experience with them. Official action is not required for this item, but the council agreed on the proposed MOU format.

Incumbent Worker Revolving Loan Fund (Transmittal #1)

Leandra Burns introduced this new program (H873) passed by the 2006 Idaho Legislature and funded via a \$2 million appropriation to the Idaho Commerce and Labor. The legislative intent of the revolving loan fund is to assist businesses in training workers for high-growth, high demand occupations through financial assistance with tuition or other expenses that would not

supplant or compete with financial assistance available through other state or federal training programs. This is a pilot program targeted to the nursing and commercial truck driving occupational fields. The Governor has designated the Idaho Workforce Development Council as the oversight policy making group for this program. Idaho Commerce & Labor will provide administrative support which will be funded by the program.

Leandra reviewed the proposed policies, requirements and processes. Con Paulos asked if the employer would be required to provide a benefit package, especially health insurance. Leandra replied the proposed requirements include a starting entry wage of \$12/hr plus medical benefits. In response to several other comments, Leandra restated that this is considered to be a pilot program, revisions to the law must be made by the legislature and Idaho Commerce and Labor developed the proposed guidelines that would minimize the financial risk to the State of Idaho while providing maximum flexibility to the employers.

Steve Ahrens moved the approval of the Incumbent Worker Training Program as presented. Dave Whaley seconded and the motion passed unanimously.

New Business

The time and date for the next Council is scheduled for Monday, September 11, 2006 in Boise.

There be no further business, the meeting was adjourned at 3:30 p.m.

Attendance

Committee members:

Karen McGee, Chair
Steve Ahrens
Millie Flandro
Betty Kerr
Con Paulos
Dave Whaley

Other council members: Shirley McFaddan

Guests:

Jim Adams
Melinda Adams
Rico Barrera
Cheryl Brush
Leandra Burns
Terry Butikofer
Bob Fick
Jeanie Irvine
Mike Rush